

Downs City Council met in regular session on Monday, November 21, 2022, 5:30 p.m., at City Hall. Mayor Vienna Janis called the meeting to order and led in the flag salute. Council members present were Charlie Stevens, Joyce Hake, Devin Renken and Heather Hancock. Council not present John Cordill. Others present were Bruce Berkley, Harry Colburn, and Miranda Robinson.

Joyce moved to approve regular meeting minutes from November 7, 2022 seconded by Charlie. Carried.

The Water & Sewer operator reported that they found another lead line while trying to change out a meter and place it in a pit on Delay Street. Colburn stated they will replace it in the spring as the street has to be torn up. He also stated that they will have to bore and place a new water line for a new home soon. Colburn brought up the hammerhead mole, an underground boring system that was mentioned at the last meeting. The city could perform the boring work if it was purchased instead of contracting out. Hancock also gave Colburn contact information for the NCK Tech instructor for their student ditch witch program.

Joyce moved, seconded by Devin, to purchase the hammerhead mole tool from DitchWitch as quoted. Motion carried.

The City Superintendent reported they were putting up the Christmas lights and garland this week in time for the Christmas event on November 25th. Colburn stated the garland on the fence at the roadside needs to be replaced, but the lights are still in good condition. It was decided to wait on a new purchase until funds could be found.

The City Clerk Robinson stated her office will be sending out surveys for the lead/copper rule to residents and businesses soon as this is required by state and federal regulations. The Clerk also stated she is still working on a Policy & Procedure manual for accounting purposes to present to council. Employee evaluation sheets were handed out to council and will be discussed at the next meeting.

In new business, Devin moved, seconded by Heather, to approve Building Permit #2022-27 for Maple Grove Apartments. Motion carried.

Joyce moved, seconded by Charlie to waive the fees at Memorial Hall for Lakeside After Prom on March 31 to April 2, 2023. Motion carried.

Joyce moved, seconded by Devin, to pass Charter Ordinance 17. 4 ayes carried the motion.

In old business, the Video Service Agreement with Nextech was discussed again. Heather moved, seconded by Devin to allow the mayor to sign the Video Service Agreement with Nextech. Motion carried. Devin moved, seconded by Heather, to allow the mayor to sign the letter of request to charge \$0.35 per access line. Motion carried.

There was discussion concerning building permit fees for demolition and new home applications. Council requested that a policy or resolution be written up for approval at a future meeting.

Joyce moved, seconded by Heather to approve vouchers and payroll as presented. Motion carried.

Joyce moved, seconded by Devin to adjourn the meeting at 6:32 p.m. Motion carried.

Vienna Janis
Vienna Janis, Mayor

ATTEST:

Miranda Robinson
Miranda Robinson, City Clerk

